

Jim Doyle
Governor

**WISCONSIN DEPARTMENT OF
REGULATION & LICENSING**



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**FUNERAL DIRECTORS EXAMINING BOARD SCREENING PANEL
ROOM 179A, 1400 EAST WASHINGTON AVENUE, MADISON, WI
CONTACT: Dennie Petersen (608-267-5224)
Tuesday, February 8, 2005
9:00 A.M.**

1. Call Open Session to Order
2. Convene To Closed Session to consider discipline (s. 19.85(1)(B), Stats., and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.
 - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon In Closed Session
5. Adjournment

**FUNERAL DIRECTORS EXAMINING BOARD MEETING
ROOM 179A, 1400 EAST WASHINGTON AVENUE, MADISON, WI
CONTACT: JERRY LOWRIE (608) 261-4486
Tuesday, February 8, 2005
9:30 A.M.**

1. **CALL TO ORDER**
 - a. Declaration of Quorum
2. Adoption of Agenda
3. Election of Officers for 2005
4. Appoint Board's Representatives for Screening Panel by Board Chair
5. Approval of Minutes (December 9, 2004)
6. Administrative Report
 - a. Jerry Lowrie, Bureau Director
 - i. Board Roster
 - ii. 2005 Meeting Dates
 - iii. Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases
 - iv. To-Do-List
 - v. Department's Budget Discussion – Deputy Secretary Sandra Rowe
 - vi. Travel and Hotel Policy Discussion
7. Legislative Update/Recap
 - a. SB 274/AB 559 Authorizing the Cremation of Human Remains
8. Embalming Standards -HFS 136.03(2) - Amendment
9. Continuing Education Issues
10. Examination Issues

11. Credentialing
 - a. Appearance Lashantae K. Gibson –**10:00 a.m.**
12. Practice Issues- Legal Counsel
 - a. Discussion of Hospice Amendment
 - b. Bigger Memorial Monuments Marketing Brochures
13. ICFSEB
 - a. The Conference Report
14. Division of Enforcement
 - a. Open Cases Discussion – David O’Connell
15. Board Member Activity
16. Visitors Comments
17. New Business
18. Monitoring Liaison
19. Presentation of Proposed Stipulations by Division of Enforcement or any that may be Submitted after Mailing of the Agenda
20. **CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.)**
 - a. Monitoring Report or any that may be Received after Mailing of Agenda.
 - b. Case Closings and Case Status Report or any that may be Submitted after Printing of Agenda.
 - c. Deliberation on Proposed Stipulations or any that may be Signed after Printing of Agenda
 - d. Deliberation on Proposed Disciplinary Actions that may be Submitted after Printing of Agenda
 - i. Elaine R. Fossum 04 FDR 006
 - e. Administrative Warnings or any that may be Submitted after Printing of Agenda.
 - f. Reinstatement Requests
 - g. Application Review or any that may be Submitted after Printing of Agenda
 - i. La Shauntae K. Gibson – Appearance **10:00 a.m.**
 - ii. Peter J. Stevens
 - h. Examination Issues
21. **RECONVENE TO OPEN SESSION**
22. Vote on Items Considered or Deliberated Upon in Closed Session, If Voting is Appropriate

DOE – Signatures for Proposed Stipulations, Orders and Administrative Warnings.

23. **ADJOURNMENT**

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC UNLESS OTHERWISE NOTED. IF A BOARD ADJOURNS TO CLOSED SESSION, RECONVENES IN OPEN SESSION TO VOTE ON ITEMS CONSIDERED IN CLOSED SESSION, AND DURING VOTING DETERMINES THAT ADDITIONAL DELIBERATIONS ARE NECESSARY FOR VOTING, THE BOARD MAY ADJOURN TO CLOSED SESSION TO CONTINUE DELIBERATIONS AND THEN RECONVENE INTO OPEN SESSION FOR VOTING.

Meetings and hearings may be cancelled without notice. Times listed for meeting items are approximate and depend on the length of discussion and voting. The board may also consider in closed session, stipulations filed after the printing of this notice. Meetings may be confirmed by a telephone call to the listed contact person. Examinations are open only to authorized candidates. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. For a complete copy of the board's agenda, contact the board listed above. Interpreters for the hearing impaired provided on request. Contact the Affirmative Action Officer, (608) 266-2112.